



**Town of Scituate Board of Health Department**

600 Chief Justice Cushing Highway

Scituate, Massachusetts 02066

T: (781) 545-8725 F: (781) 545-8866

## 2016 FOOD ESTABLISHMENT PERMIT CHECKLIST

Name of Food Establishment: \_\_\_\_\_

Address of Establishment: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

Owner's Email Address: \_\_\_\_\_

Owner's Preferred Phone Number: \_\_\_\_\_

Name of Person In Charge (PIC): \_\_\_\_\_

**Due Date:** \_\_\_\_\_

☐ Retail Food Store  
(# \_\_\_\_\_ sq. ft.)

OR

☐ Food Service Establishment  
(# \_\_\_\_\_ seats)

☐ Bed & Breakfast

☐ Residential Kitchen for Retail Sale

☐ Frozen Dessert

☐ Milk & Cream License

### **CERTIFICATES TO BE PROVIDED TO THE BOARD OF HEALTH**

☐ ServSafe Certificate Needed  
(provide for all certified employees, at a minimum this includes the Person In Charge (PIC))

☐ Allergen Training Certificate Needed (provide for all trained employees, a minimum of one per shift)

☐ Choke Safe Training Needed For Establishments With 25 or More Seats  
(provide for all trained employees, a minimum of one per shift)

☐ \$50.00 Late Fee Added If Complete Package Received After November 20

### **TOTAL FEE TO BE SUBMITTED**

(check made payable to the Town of Scituate)